



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

Office of the Schools Division
Superintendent

DIVISION MEMORANDUM

NO. 122, s. 2022

APR 05 2022

CSC 2022 REGIONAL HR SUMMIT

To: Asst. Schools Division Superintendent
Chiefs, CID & SGOD
Public Schools District Supervisors
Public Elementary & Secondary School Heads
All Others Concerned

1. Attached is a letter from the Civil Service Commission (CSC) inviting HR personnel and other key officials to the 2022 Regional HR Summit: A Continuing Professional Education for HR Managers and Leaders on April 27-29, 2022 at the Grand Xing Imperial Hotel, Iloilo City.
2. Pre-registration starts March 30 – April 18, 2022, through this link: bit.ly/2022HRSummit
3. For concerns and clarifications, official email address of the summit – cscro6.events@gmail.com
4. This Memorandum is solely for dissemination purposes only.


LEA C. BELLEZA EdD

OIC-Assistant Schools Division Superintendent
In-charge of the Division





Civil Service Commission Regional Office VI

March 24, 2022

NICASIO S. FRIO, CESO VI
Schools Division Superintendent
DepEd – Kabankalan
6111 Kabankalan City, Negros Occidental

Dear Sir/Madam:

Public Service Greetings!

As we adapt to the new and better normal resulting from the COVID-19 pandemic, the Civil Service Commission Regional Office VI (CSC RO VI) stays committed to its core purpose – *'Gawing Lingkod Bayani ang Bawat Kawani'*.

The CSCRO VI invites you, your HR personnel and other key officials to the **2022 Regional HR Summit: A Continuing Professional Education for HR Managers and Leaders** on **April 27-29, 2022** at the Grand Xing Imperial Hotel, H. Montinola cor. Muelle Loney St., Iloilo City.

The summit, which is open to both public and private sectors, will serve as an avenue for Human Resource (HR) practitioners and managers in Western Visayas to learn from leading experts in the field of service delivery, information technology, psychology and values transformation as they hone civil servants to be digitally literate, adaptive, agile, and ready for the challenges of the new normal. We strongly encourage government employees and private individuals who are planning to join the public sector to participate in this event.

We have invited Subject Matter Experts (SMEs) who will discuss updates on Civil Service Matters and Ease of Doing Business (EODB) as well as how to navigate governance in the post-election scenarios. Topics on Positive Psychology, Future-Proofing Leaders in the Digital Era, Personal Branding for Managers, and Public Service Values will also be discussed in the learning summit. Profile of our SMEs will be posted in the CSC RO VI Facebook Page which can be accessed through this link: <https://www.facebook.com/cscregion6>.

In line with this, we highly encourage you to send participants to this three-day, live-out summit. There will be a registration fee of **PHP6,500** per participant inclusive of training kit, meals, and Certificate of Completion corresponding to 16 supervisory training hours.

PRE-REGISTRATION & PAYMENT

Participants are required to pre-register between **March 30, 2022 to April 18, 2022** through this link: bit.ly/2022HRSummit

Once a participant successfully pre-registers, payment of registration fee shall be made through the CSC Regional or nearest Field Office.

1

Bawat Kawani, Lingkod Bayani

Payment may also be made through check or **LDDAP-ADA**. In such case, payment details are as follows:

Account Name : CIVIL SERVICE COMMISSION

Account No. : 0032-1025-49

Bank : Land Bank of the Philippines (Iloilo Branch)

Concerned participants are advised to **email to cscro6.events@gmail.com a clear copy of their bank validated LDDAP-ADA or deposit slip** for issuance of Official Receipt. For those who paid through the CSCRO or FO, they are requested to also email a clear copy of their ORs through the above-mentioned email address.

In the event that payment cannot be made yet before the summit, concerned participants or their agencies shall email their Letter of Guarantee (please see attached copy) to cscro6.events@gmail.com and pay the registration fee no later than May 6, 2022. However, their certificates of completion will be released through the nearest Field Office (except for Iloilo-based participants, they shall claim their certificates at the Human Resource Division, CSCRO VI, No. 7 Onate St., Mandurriao, Iloilo City) after they have settled their dues. Only those who have paid the registration fee at the end of the summit and have completed 90% of the total number of training hours will be given the Certificate of Completion on the last day of the summit.

HEALTH AND SAFETY PROTOCOLS

Participants are required to submit their fully-accomplished health declaration form (which shall through email) upon registration. Participants will also submit the said form daily, when they log-in their attendance in the morning at the registration area. They are also reminded to strictly observe the minimum health and safety protocols such as wearing of face masks, subjecting themselves to temperature checks prior to entry at the venue, regular sanitizing or handwashing, and observing physical distancing.

For concerns regarding the summit, you may reach our team through the official email address of the summit – cscro6.events@gmail.com, or contact the CSC Field Office nearest you.

We look forward to your participation in this event.

Warm regards,


NELSON G. SARMIENTO
Regional Director



Civil Service Commission Regional Office VI
Confirmation/Guarantee Letter

Training : 2022 Regional HR Summit: A Continuing Professional Education for HR Managers and Leaders
Date : April 27-29, 2022
Venue : Grand Xing Imperial Hotel, Iloilo City

This is to confirm the attendance of the following participants to the above-mentioned training program:

No	NAME	POSITION	AGENCY	CONTACT NO.	EMAIL ADD.

This Office guarantees the payment of the corresponding registration fee of PHP6,500/participant for the Summit not later than May 6, 2022. It further guarantees **payment of the amount corresponding to 50% of the registration fee for each participant who confirmed his/her attendance but fails to attend the training** without informing the CSC RO VI - HRD at least three (3) working days prior to the start of the training. The penalty fee shall cover the expenses incurred by this Office due to venue/catering reservations which the Office must pay based on the number of participants stated in the Contract.

Printed Name & Signature
of Head of Agency or Authorized
Representative

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